

SURVEY OF GOVERNMENT RECORDS, RECORDS MANAGEMENT AND DISPOSAL PRACTICES

PURPOSE OF THE APPROPRIATION

An appropriation for 1955 financed the cost and administration of contracts with private specialists for surveys of Government agencies covering the creation, management, and disposal of Government records. This appropriation was available only for the year 1955.

AUTHORITY FOR THE PROGRAM

Authority for making surveys of Government records and records management and disposal practices was contained in Section 104(c)(1) of the Federal Property and Administrative Services Act of 1949, as amended.

HISTORY OF THE PROGRAM

GSA initiated surveys or records management and disposal practices of Government agencies in 1951 as a regular function of the Records Management subactivity financed by "Operating Expenses, GSA". As rapidly as increases in annual appropriations permitted, surveys were increased and the results were rewarding. However, the magnitude of accumulated records and the potential number of agency locations that warranted surveys were so great that progress was relatively gradual.

In 1954 the Senate Appropriations Committee directed its investigative staff to look into this matter and report to the Committee. The report included a recommendation that additional funds of \$1 million be made available to GSA to finance surveys by contract, which would speed up the work and more quickly realize potential savings. As a result, the Committee inserted an item of only half that amount, \$500,000, in a pending supplemental appropriation bill. Then, in Conference the House reduced this amount to \$300,000, which was appropriated. Except for some \$14,000 for contract administration, the entire amount was obligated for contracts during 1955.

To keep this program moving, GSA requested \$500,000 in 1956 which was denied by the then Bureau of the Budget. No provision was made in the House Bill but the Senate inserted an amount of \$300,000 in the bill, which was denied in Joint Conference at House insistence.

By the end of 1956, surveys contracted for under the 1955 appropriation had been completed. GSA submitted an estimate of \$330,000 for 1957 which was reduced in the Budget for that year to \$200,000. This was denied by the House, restored by the Senate, but denied again by the House in Joint Conference on the bill. No further efforts were made to resume this program but surveys were continued by GSA staff financed by "Operating Expenses, NARS" with excellent results.

BUDGETARY HISTORY OF APPROPRIATIONS \$(Thousands)

<u>Fiscal Year</u>	<u>Estimate to BoB</u>	<u>Presidents Allowance</u>	<u>House Bill</u>	<u>Senate Bill</u>	<u>-----Appropriations Enacted-----</u>		<u>Date</u>
					<u>Amount</u>	<u>P. L.</u>	
1955	--	--	--	500	300	83-663	8/26/54
1956	500	--	--	300	--	--	--
1957	330	200	--	200	--	--	--

FUNDS AVAILABLE, OBLIGATIONS AND OUTLAYS \$(Thousands)

<u>Fiscal Year</u>	<u>Appropriations</u>	<u>-----OBLIGATIONS-----</u>		<u>Unoblig. Total</u>	<u>Balance</u>	<u>Outlays</u>
		<u>Contracts</u>	<u>Administration</u>			
1955	300	285	14	299	1*	196
1956	--	--	- 2	- 2	2*	101

* Returned to Treasury in 1957.